

Minutes: Leesburg Planning Commission December 19, 2002

The Leesburg Planning Commission met on Thursday, December 19, 2002 at 7:00 p.m. in the Lower Level Conference Room at 25 West Market Street, Leesburg, VA. Staff members present for the meeting were Susan Swift, Randy Hodgson, Lee Phillips, Mac Willingham, and Jennifer Moore.

CALL TO ORDER:

The meeting was called to order at 7:00 p.m.

ROLL CALL:

Present: Chairman Cliff Vaughan
Commissioner Clem
Commissioner Werner
Commissioner Kennedy
Commissioner Bangert
Commissioner Dubè
Councilmember Umstattd – 7:10 p.m.
Commissioner Hoover

ADOPTION OF MINUTES:

Commissioner Kennedy made a motion to approve the minutes of November 21, 2002 with minor changes.

Motion: Kennedy
Second: Bangert
Carried: 6-0-1 with Vaughan abstaining

REMARKS BY PETITIONERS

None

PUBLIC HEARINGS:

ZM #2002-03 CONCEPT PLAN AND PROFFER AMENDMENT FOR THE CHURCH OF JESUS CHRIST OF LATTER DAY SAINTS – Randy Hodgson, Chief of Comprehensive Planning

Mr. Hodgson gave a brief presentation to the Planning Commission regarding this application.

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Mr. Pete Dolan, representative for the applicant came forward to speak and to answer any questions from the Commission.

Chairman Vaughan opened up the public hearing.

Mr. Ross Gottlieb of 1208 Cannon Court came forward to speak in support of this application.

There being no further speakers Chairman Vaughan closed the public hearing.

SUBDIVISION AND LAND DEVELOPMENT:

TOLL HOUSE OFFICE BUILDING – PRELIMINARY/FINAL DEVELOPMENT PLAN – 1ST SUBMISSION BRIEFING – Nick Colonna, Senior Planner

Mr. Lee Phillips came forward to give a brief report regarding the above application. Because this is a first submission briefing no action is required.

Mr. Leland Mayhand, representative for the applicant came forward to answer questions from the Commission.

STONE HOUSE AT HARPER PARK – PRELIMINARY/FINAL DEVELOPMENT PLAN – Lee Phillips, Chief of Current Planning

Mr. Phillips gave a brief presentation to the Planning Commission regarding this application.

Ms. Debbie Heinberger, representative for the applicant came forward to speak and answer any questions from the Planning Commission.

Commissioner Werner made a motion to conditionally approve the above application based on satisfactory resolution of the Planning and Zoning and Public Works review comments.

Motion: Werner
Second: Hoovler
Carried: 7-0

POTOMAC STATION, PARCEL A – PRELIMINARY/FINAL DEVELOPMENT PLAN – GRADING ONLY – John Johnston, Senior Planner

Mr. Phillips came forward and gave a brief presentation regarding this application.

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Mr. Tom Whipp, representative for the applicant came forward to speak and answer any questions from the Commission.

Mr. Hoovler made a motion to approve the application as submitted by staff.

Motion: Hoovler

Second: Dube

Carried: 7-0

ZONING

None

COMPREHENSIVE PLANNING:

None

COUNCIL REPRESENTATIVE'S REPORT:

Mayor Umstattd stated that the ribbon cutting for the new Hampton Inn had occurred earlier in the day and encouraged all of the members to stop by and take a look.

Mayor Umstattd also mentioned that the Hampton Inn had some concerns regarding signage and that she had been in touch with Susan Swift and they were working on a resolution.

STAFF AND COMMITTEE REPORTS:

None

OLD AND NEW BUSINESS:

ANNUAL REPORT – Ms. Swift gave an overview of the Planning Commission's annual report. The Planning Commission decided to hold this item open for any additional comments, which should be emailed to Susan by January 8th.

TOWN PLAN REVIEW – Ms. Swift presented the Commission with several options for moving forward with the review of the Town Plan. Each of those options were discussed by the Commission and staff. Comments should be emailed to Susan by January 8th and she will report them at the next meeting. The Commission decided to hold this item open for comments as well.

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There was a consensus that the Planning Commission should lead the public involvement process for the plan. Mayor Umstattd agreed to report this position to the Council.

RETREAT – Ms. Swift presented the Commission with some available retreat dates in March. She stated that she would confirm a date with Mike Chandler and get back with the Commission, staff is looking at an early March date. There was discussion about the possibility of other facilitators.

UGA WORKGROUP – Chairman Vaughan stated that he had received an e-mail from Councilman Zoldos requesting representation from the Commission at the workgroup meetings. Commissioner Kennedy asked to address this item. Commissioner Kennedy handed out copies of the e-mail along with attachments as well as responses from various people regarding Mr. Zoldos' original e-mail.

ADJOURNMENT:

There being no further business the meeting adjourned at 10:30 p.m.

PREPARED BY:

APPROVED BY:

Jennifer Moore, Commission Clerk

Cliff Vaughan, Chairman